

**COUNTY EXECUTIVE  
DEPARTMENT 9  
SUMMARY OF APPROPRIATIONS  
Fiscal Year 2002 - 2003**

**ADMINISTERED BY: COUNTY EXECUTIVE OFFICER**

FUNDS	2001-2002		2002-2003	
	Actual	Alloc. Positions	Adopted Budget	Alloc. Positions
<b>GENERAL FUND</b>				
10040 County Executive	\$ 1,656,816		\$ 1,857,866	15
10150 CEO Special Services	1,081,023	11	2,015,477	11
11120 Economic Development	599,464	3	946,778	3
12000 Organizational Development	583,937	7	729,690	7
22150 Fire Protection-Forest & Range Land	0	0	0	0
22310 Emergency Services	456,891	4	521,409	4
22350 Emergency Services-Disaster Costs	17,276	0	100,000	0
Subtotal General Fund	\$ 4,395,407	25	\$ 6,171,220	40
<b>OTHER OPERATING FUNDS</b>				
22160 Fire Protection-Not County-Wide	\$ 1,224,805	1	\$ 1,457,877	1
Subtotal Other Operating Funds	\$ 1,224,805	1	\$ 1,457,877	1
09800 General Liability Insurance	3,007,461	9	3,718,801	8
09810 Workers Compensation Fund	4,775,735	3	7,329,275	3
Subtotal Internal Service Funds	\$ 7,783,196	12	\$ 11,048,076	11
<b>TOTAL</b>	\$ 13,403,408	38	\$ 18,677,173	52

## COUNTY EXECUTIVE OFFICE

GENERAL FUND 100 — 10040  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 1,230,563	\$ 1,559,143	\$ 1,573,395	\$ 1,559,765	0%	\$ 1,661,491
Services & Supplies	\$ 302,377	\$ 184,431	\$ 330,520	\$ 317,055	72%	\$ 317,055
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 19,670	\$ 22,751	\$ 2,394	\$ 2,395	-89%	\$ 2,395
Gross Budget	\$ 1,552,610	\$ 1,766,325	\$ 1,906,309	\$ 1,879,215	6%	\$ 1,980,941
Less: Chrgs to Depts	\$ (74,358)	\$ (109,509)	\$ (128,512)	\$ (123,075)	12%	\$ (123,075)
Net Budget	\$ 1,478,252	\$ 1,656,816	\$ 1,777,797	\$ 1,756,140	6%	\$ 1,857,866
Less: Revenues	\$ (118,086)	\$ (115,834)	\$ (204,044)	\$ (169,775)	47%	\$ (169,775)
Net County Cost	\$ 1,360,166	\$ 1,540,982	\$ 1,573,753	\$ 1,586,365	3%	\$ 1,688,091
Alloc. Positions	15	15	15	15	0%	15

### Mission and Major Programs

The mission of the County Executive Office (CEO) is to provide administrative support and direction for county government on behalf of the Board of Supervisors through coordination of day-to-day administrative matters; facilitation of communications within the county and with the public and other agencies; development and recommendation of policies and plans for the county; financial management of county operations, including development and monitoring of the annual budget; and provision of overall administrative leadership and direction for the county, consistent with legal provisions and Board policy.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

MAJOR PROGRAM SERVICE EFFORT	2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1. General County Administration	\$519,077	4.75	\$552,016	4.75	\$32,939	0.00
2. Budget and Fiscal Administration	486,731	4.75	518,641	4.75	31,909	0.00
3. Legislation & Special Programs	372,577	2.80	392,135	2.80	19,557	0.00
4. CEO Division & Co. Dept./Agency Administration	258,231	2.70	283,653	2.70	25,422	0.00
5. Retirement Backfill	274,643	0.00	159,865	0.00	(\$114,778)	0.00
<b>GROSS BUDGET TOTAL</b>	<b>\$1,911,260</b>	<b>15.00</b>	<b>\$1,906,309</b>	<b>15.00</b>	<b>(\$4,951)</b>	<b>0.00</b>

## COUNTY EXECUTIVE OFFICE 100 -10040

### Fiscal and Policy Issues

The recommended budget includes funding for backfill of one senior management position during FY 2002-03, due to the incumbent's planned use of accumulated leave for retirement credit.

### Performance Indicators & Measures

MAJ. PGM. NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	2000-01 PR. YR. ACTUAL	2001-02 CURR. YR. EST.	2002-03 REQ. BGT. EST.	2002-03 REQ. POSIT.
1.	Provide overall executive admin. and support to the BOS and Co. Departments at a cost of less than 0.25% of the County budget.	Admin. Costs	431,980	519,077	552,016	4.75
	% Co. Budget for Gen'l. CEO Adm.	Percent	0.18%	0.16%	0.17%	
2.	Develop and monitor the County Budget and provide overall fiscal management/planning at a cost of less than 0.20% of the County budget.	Bgt. & Fiscal Costs	469,513	486,731	518,641	4.75
	% Co. Budget for Budget/Fiscal Adm.	Percent	0.19%	0.15%	0.16%	
3.	Provide special studies, analysis and legislative support to the BOS and Co. Departments at a cost of less than 0.20% of the County budget.	Spl. Proj. Costs	333,769	372,577	392,135	2.80
	% Co. Budget for Spl. Proj. Support	Percent	0.14%	0.12%	0.12%	
4.	Provide overall admin., acct., and related support to CEO divisions, agencies and other Co. depts., upon request at a cost of less than 2.0% of those budgets.	Div. Adm. & Acct. Supp.	242,989	258,231	283,653	2.70
	% Costs of Admin. & Acct. Support	Percent	2.05%	1.79%	1.96%	

### Recommended Expenditures

Recommended expenditures have decreased overall due to reduced costs for retiring senior management positions and decreased budgeted costs for professional services. The reductions are partially offset by salary and benefit cost-of-living and merit adjustments for staff. A total of \$170,000 is budgeted to fund various professional services contracts, including special sales tax analysis, fiscal, personnel and other studies that may be required during the fiscal year.

### Recommended Cost Transfers and Revenues

Recommended cost transfers and revenues include reimbursements from various CEO divisions, County departments and funds, for administration, analysis, studies, performance measurement efforts, and accounting services provided by CEO staff (\$222,850). Additional revenue of \$70,000 is expected to be generated by sales tax allocation reviews, the cost for which is included in the professional services expenditures above.

### Recommended if Funding is Available

Recommended if funding is available is funding for contract and professional services that may be required during the year (\$30,000) and full-year funding for one vacant analyst position in the land and community development work group (\$49,188 with benefits).

**Final Budget Changes from the Proposed Budget**

Final budget adjustments include the transfer of funds from Special Services (appropriation #10150 / \$88,775) and funding for implementation of a personnel classification study (\$12,951).

# County Executive Office

## General Fund

Fund: 100

Subfund: 0

Appropriation: 10040

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1002Salaries and Wages	973,820	1,139,814	1,176,768	1,133,488	1,327,857
1003Extra Help			12,894	8,053	8,053
1005Overtime & Call Back	1,958	2,157	1,545	1,600	1,600
1006Sick Leave Payoff	38,192	146,354	69,726	111,178	
1300P.E.R.S.	69,864	90,291	98,058	89,105	94,725
1301F.I.C.A.	69,612	86,640	91,418	90,940	96,030
1310Employee Group Ins	69,816	84,611	111,133	113,610	120,775
1315Workers Comp Insurance	7,301	9,276	11,853	11,791	12,451
TotalSalaries & Benefits	1,230,563	1,559,143	1,573,395	1,559,765	1,661,491
Services & Supplies					
2050Communications - Radio		1,464			
2051Communications - Telephone	37,596	36,035	38,000	41,000	41,000
2291Maintenance - Computer Equip		144			
2439Membership/Dues	3,373	2,100	4,000	3,500	3,500
2456Misc Expense		83			
2511Printing	19,904	14,502	17,000	20,000	20,000
2521Operating Supplies	56				
2522Other Supplies	33,335	9,907	6,000	8,000	8,000
2523Office Supplies & Exp	16,827	21,181	19,000	19,000	19,000
2524Postage	3,127	1,537	3,000	3,000	3,000
2555Prof/Spec Svcs - Purchased	130,013	62,937	195,000	170,000	170,000
2556Prof/Spec Svcs - County	180				
2701Publications & Legal Notices	75	97			
2709Rents & Leases - Computer SW	5,151	5,517	5,820	5,820	5,820
2770Fuels & Lubricants	227	389			
2809Rents and Leases-PC		819	1,200	1,235	1,235
2840Special Dept Expense	17,804	6,216	1,500	11,500	11,500
2844Training	6,227	1,462	9,000	6,000	6,000
2931Travel & Transportation	22,528	13,846	25,500	23,000	23,000
2932Mileage	612	1,061			
2941County Vehicle Mileage	5,342	5,134	5,500	5,000	5,000
TotalServices & Supplies	302,377	184,431	330,520	317,055	317,055
Charges From Departments					
5290I/T Maintenance - Equipment		63			
5291I/T Maintenance - Computer Equipn			(1)		
5405I/T Maintenance - Bldgs & Improver	897	1,105	1,800	1,800	1,800
5456I/T Miscellaneous Expense	180	37			
5522I/T Other Supplies	875				
5552I/T - MIS Services	425	595	595	595	595
5555I/T Prof/Special Services - Purchase	1,114				
5556I/T - Professional Services	16,029	20,912			
5840I/T Special Dept Expense		39			
5844I/T Training	150				
TotalCharges From Departments	19,670	22,751	2,394	2,395	2,395
Gross Budget	1,552,610	1,766,325	1,906,309	1,879,215	1,980,941
Less: Charges to Departments					
5001Intrafund Transfers	(32,162)	(16,372)			
5002I/T - County General Fund	(42,196)	(93,137)	(128,512)	(123,075)	(123,075)
Total Charges to Departments	(74,358)	(109,509)	(128,512)	(123,075)	(123,075)
Net Budget	1,478,252	1,656,816	1,777,797	1,756,140	1,857,866

# County Executive Office

## General Fund

Fund: 100

Subfund: 0

Appropriation: 10040

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Less: Revenues					
6156 Sales & Use Taxes	(53,033)	(57,533)	(70,000)	(70,000)	(70,000)
7234 State Aid - Mandated Costs	(14,209)	(4,481)			
8212 Other General Reimbursement	(43,640)	(52,402)	(71,192)	(50,000)	(50,000)
8764 Miscellaneous Revenues	(7,204)	(1,418)			
8954 Operating Transfers In			(62,852)	(49,775)	(49,775)
Total Revenues	(118,086)	(115,834)	(204,044)	(169,775)	(169,775)
Net County Cost	1,360,166	1,540,982	1,573,753	1,586,365	1,688,091

## CEO SPECIAL SERVICES

GENERAL FUND 100 — 10150  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 526,306	\$ 697,806	\$ 992,415	\$ 979,742	40%	\$ 894,779
Services & Supplies	\$ 239,248	\$ 324,759	\$ 1,112,745	\$ 1,108,745	241%	\$ 1,108,745
Other Charges	\$ -	\$ 35	\$ -	\$ -	-100%	\$ -
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 64,312	\$ 132,840	\$ 97,034	\$ 97,034	-27%	\$ 97,034
Gross Budget	\$ 829,866	\$ 1,155,440	\$ 2,202,194	\$ 2,185,521	89%	\$ 2,100,558
Less: Chrgs to Depts	\$ (76,308)	\$ (74,417)	\$ (85,081)	\$ (85,081)	14%	\$ (85,081)
Net Budget	\$ 753,558	\$ 1,081,023	\$ 2,117,113	\$ 2,100,440	94%	\$ 2,015,477
Less: Revenues	\$ (16,678)	\$ (22,977)	\$ (96,525)	\$ (91,225)	297%	\$ (91,225)
Net County Cost	\$ 736,880	\$ 1,058,046	\$ 2,020,588	\$ 2,009,215	90%	\$ 1,924,252
Alloc. Positions	10	11	11	11	0%	11

### Mission and Major Programs

To provide management, financial, computer security and control audits, and other special reviews; budgetary and analyst assistance; public, employee, and emergency information; Tahoe transportation and related special projects planning and coordination; technology planning; performance measurement implementation, and other special services to County departments, including the County Executive Office (CEO), County employees, and the general public.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

MAJOR PROGRAM SERVICE EFFORT		2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1.	Special Audits and Studies	\$273,886	0.80	\$258,559	0.55	(\$15,327)	(0.25)
2.	Special Assistance to CEO & Departments - Fiscal & Admin.	284,825	3.25	324,344	3.45	39,520	0.20
3.	Public Information Office	196,134	2.10	219,352	2.10	23,218	0.00
4.	Employee Newsletter	25,418	0.45	32,431	0.45	7,013	0.00
5.	Co. Web Site & E-Government	683,220	0.95	694,523	0.95	11,303	0.00
6.	Tahoe Administrative Services	148,173	1.20	164,101	1.20	15,928	0.00
7.	Land Development Coord.	89,961	1.05	108,740	1.05	18,779	0.00
8.	Technology Admin., Performance Measurement & Spl. Projects	486,220	1.20	400,144	1.25	(86,077)	0.05
<b>GROSS BUDGET TOTAL</b>		<b>\$2,187,836</b>	<b>11.00</b>	<b>\$2,202,194</b>	<b>11.00</b>	<b>\$14,358</b>	<b>0.00</b>

### **Recommended Expenditures**

Recommended expenditures have increased overall due to approved salary and benefit increases for existing staff; full funding of several positions now filled that were previously vacant; and other increases to reflect current and pro-rata support charges. These increases are largely offset by reductions in contract services.

### **Recommended Cost Transfers and Revenues**

The recommended revenue consists of reimbursement from the Countywide Systems Fund for computer studies, audits or technology planning provided from this budget. Additional reimbursement is included for annual audits of the Flood Control District and County Redevelopment Agency; reimbursements of CEO staff time spent in preparing and coordinating state mandate (SB 90) claims; and for special accounting to non-operating funds, districts or agencies.

Recommended transfers include a charge to the Contribution for Facilities and Infrastructure budget for approximately 40% of the Tahoe Principal Analyst's salary and benefits, and a portion of staff salary and benefits will be charged to other budgets for performance measurement. Finally, part of the total cost of the annual county audit will be charged back to departments with grant audit requirements, to certain districts and agencies, and to the Auditor's Office for preparation of the Comprehensive Annual Financial Report (CAFR).

### **Final Budget Changes from the Proposed Budget**

Funding for a Principal Management Analyst was reduced and transferred to the County Executive Office (appropriation #10040 / \$88,775). Final adjustments include increased funding for implementation of a personnel classification study (\$3,812).



# CEO Special Services

## General Fund

Fund: 100

Subfund: 0

Appropriation: 10150

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1002Salaries and Wages	426,899	571,556	792,341	788,323	721,895
1003Extra Help	3,003	822	2,650	2,650	2,650
1005Overtime & Call Back		280			
1300P.E.R.S.	29,557	39,472	64,567	55,904	50,284
1301F.I.C.A.	32,640	43,327	60,817	60,509	55,419
1310Employee Group Ins	30,913	38,167	64,567	64,921	57,756
1315Workers Comp Insurance	3,294	4,182	7,473	7,435	6,775
Total Salaries & Benefits	526,306	697,806	992,415	979,742	894,779
Services & Supplies					
2050Communications - Radio		3,463			
2051Communications - Telephone	8,014	12,172	12,000	12,000	12,000
2068Food	606				
2291Maintenance - Computer Equip		2,000			
2439Membership/Dues	212	1,004	950	950	950
2481PC Acquisition		3,583			
2511Printing	16,619	9,206	8,000	12,000	12,000
2522Other Supplies	5,604	4,968	5,850	5,850	5,850
2523Office Supplies & Exp	4,344	5,827	1,500	6,000	6,000
2524Postage	32	311	400	400	400
2555Prof/Spec Svcs - Purchased	173,787	217,021	412,932	407,932	407,932
2556Prof/Spec Svcs - County	1,316	368			
2701Publications & Legal Notices		30			
2709Rents & Leases - Computer SW	3,318	3,544	6,018	6,018	6,018
2809Rents and Leases-PC	4,088	2,584	4,800	4,800	4,800
2840Special Dept Expense	5,262	43,136	635,700	630,700	630,700
2844Training	999	805	3,520	3,020	3,020
2931Travel & Transportation	7,292	6,138	11,000	9,000	9,000
2932Mileage	145	935	1,250	1,250	1,250
2941County Vehicle Mileage	7,610	7,664	8,825	8,825	8,825
Total Services & Supplies	239,248	324,759	1,112,745	1,108,745	1,108,745
Other Charges					
3851Interest		35			
Total Other Charges		35			
Charges From Departments					
5405I/T Maintenance - Bldgs & Improver	293	105			
5522I/T Other Supplies	147				
5523I/T Office Supplies & Expenses	31,350				
5550I/T - Administration		55,670	69,278	69,278	69,278
5552I/T - MIS Services	255	85	85	85	85
5555I/T Prof/Special Services - Purchase	28,331				
5556I/T - Professional Services	3,936	76,572	27,671	27,671	27,671
5840I/T Special Dept Expense		408			
Total Charges From Departments	64,312	132,840	97,034	97,034	97,034
Gross Budget	829,866	1,155,440	2,202,194	2,185,521	2,100,558

# CEO Special Services

## General Fund

Fund: 100

Subfund: 0

Appropriation: 10150

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Less: Charges to Departments					
5001Intrafund Transfers	(9,450)	(6,800)	(3,944)	(3,944)	(3,944)
5002I/T - County General Fund	(13,906)	(18,100)	(80,949)	(80,949)	(80,949)
5004I/T - Road Fund	(39,936)	(41,284)			
5011I/T - Public Safety Fund	(6,150)	(6,615)			
5015I/T - Comm Services Fund	(2,014)	(147)	(188)	(188)	(188)
5022I/T - Mental Health Fund	(1,401)	(1,471)			
5026I/T - Advertising & Promotion Fund	(3,451)				
Total Charges to Departments	(76,308)	(74,417)	(85,081)	(85,081)	(85,081)
<b>Net Budget</b>	<b>753,558</b>	<b>1,081,023</b>	<b>2,117,113</b>	<b>2,100,440</b>	<b>2,015,477</b>
Less: Revenues					
7234State Aid - Mandated Costs	6,533	(450)	(28,800)	(28,800)	(28,800)
8113Account/Audit Fees	(6,300)				
8212Other General Reimbursement		(18,075)			
8263Development Fees		(13)			
8301Reimbursement - IJT	(3)				
8764Miscellaneous Revenues	(11,658)	(1,726)			
8782Contributions from Other Agencie	(5,250)	(2,713)	(12,425)	(12,425)	(12,425)
8954Operating Transfers In			(55,300)	(50,000)	(50,000)
Total Revenues	(16,678)	(22,977)	(96,525)	(91,225)	(91,225)
<b>Net County Cost</b>	<b>736,880</b>	<b>1,058,046</b>	<b>2,020,588</b>	<b>2,009,215</b>	<b>1,924,252</b>

## ECONOMIC DEVELOPMENT

GENERAL FUND 100 — 11120  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 201,063	\$ 235,162	\$ 290,488	\$ 290,488	24%	\$ 290,488
Services & Supplies	\$ 626,006	\$ 618,083	\$ 636,705	\$ 636,705	3%	\$ 656,205
Other Charges	\$ 94	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ 3,570	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 1,380	\$ 637	\$ 85	\$ 85	-87%	\$ 85
Gross Budget	\$ 832,113	\$ 853,882	\$ 927,278	\$ 927,278	9%	\$ 946,778
Less: Chrgs to Depts	\$ (246,345)	\$ (254,418)	\$ -	\$ -	-100%	\$ -
Net Budget	\$ 585,768	\$ 599,464	\$ 927,278	\$ 927,278	55%	\$ 946,778
Less: Revenues	\$ (49,923)	\$ (54,192)	\$ (579,508)	\$ (579,508)	969%	\$ (599,508)
Net County Cost	\$ 535,845	\$ 545,272	\$ 347,770	\$ 347,770	-36%	\$ 347,270
Alloc. Positions	3	3	3	3	0%	3

### Mission and Major Programs

The mission of this budget is to ensure continued, diversified economic growth throughout Placer County by providing employment opportunities for all wage earners regardless of skill level or educational background, while maintaining the environmental character of the County. Specifically, the purpose of the Economic Development Office is to attract new business investment to the County and to expand the current base with the desired result of creating new jobs.

To accomplish this mission, the department has identified the following major program areas, their related costs and numbers of allocated positions:

MAJOR PROGRAM SERVICE EFFORT	2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1. Business Attraction	\$329,070	1.25	\$321,334	1.25	(\$7,736)	0.00
2. Land Develop (Redevelopmt)	188,040	0.25	183,619	0.25	(4,421)	0.00
3. Business Retention/Expansion	329,070	1.40	321,334	1.40	(7,736)	0.00
4. Film Promotion	65,814	0.07	64,267	0.07	(1,547)	0.00
5. Tourism Promotion	28,206	0.02	27,543	0.02	(663)	0.00
6. Business Development	9,402	0.01	9,181	0.01	(221)	0.00
<b>GROSS BUDGET TOTAL</b>	<b>\$949,602</b>	<b>3.00</b>	<b>\$927,278</b>	<b>3.00</b>	<b>(\$22,324)</b>	<b>0.00</b>

### Recommended Expenditures

Recommended expenditures are reduced from the current fiscal year due to one-time agreements for CALED marketing and job training services that are not continued into in the FY 2002-03 budget. Increases in salary and benefit costs and retirement costs for a long-term employee partially offset this decrease.

## **ECONOMIC DEVELOPMENT 100 - 11120**

Additional expenses budgeted for the film promotion contract, printing, and travel and transportation are included in the recommended budget. Also included in the recommended budget is the cost to backfill the retiring division Executive Secretary, who will be using accumulated leave for retirement credit.

It is anticipated that there will be an adjustment in the Final Budget to Transient Occupancy Tax (TOT) revenues and the associated contract with the Placer Visitors' Council for Western Slope visitor promotions, depending upon actual TOT revenues received for the current fiscal year.

### **Recommended Cost Transfers and Revenues**

Included in the recommended budget are revenues expected from TOT (\$254,418) to partially offset the Visitor Services agreement and from the North Lake Tahoe Resort Association to assist with funding of the Film Promotions Program (\$34,400). The recommended budget includes reimbursement (\$63,300) from the County Redevelopment Agency for Economic Development staff time dedicated to redevelopment projects in the North Tahoe, Sunset, and North Auburn redevelopment project areas. Revenues from a State job-training grant should be received in FY 2002-03 for current year program expenditures and services.

### **Final Budget Changes from the Proposed Budget**

Final budget changes include grant funding from the California Integrated Waste Management Board (\$20,000), professional services (\$17,000), and other operating expenses (\$2,500).

# Economic Development

## General Fund

Fund: 100

Subfund: 0

Appropriation: 11120

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1002Salaries and Wages	156,412	184,530	187,947	187,947	187,947
1006Sick Leave Payoff			27,325	27,325	27,325
1300P.E.R.S.	10,673	12,619	18,893	18,893	18,893
1301F.I.C.A.	11,892	13,631	16,482	16,482	16,482
1310Employee Group Ins	18,882	20,629	31,680	31,680	31,680
1315Workers Comp Insurance	3,204	3,753	8,161	8,161	8,161
TotalSalaries & Benefits	201,063	235,162	290,488	290,488	290,488
Services & Supplies					
2050Communications - Radio		(4)			
2051Communications - Telephone	12,766	15,242	16,140	16,140	16,140
2290Maintenance - Equipment	4,745	6,677	6,200	6,200	6,200
2291Maintenance - Computer Equip			133	133	133
2439Membership/Dues	4,569	5,517	8,000	8,000	8,000
2456Misc Expense					2,500
2481PC Acquisition		2,025			
2511Printing	7,565	9,908	6,828	6,828	6,828
2523Office Supplies & Exp	4,730	3,764	6,415	6,415	6,415
2524Postage	3,373	4,238	4,440	4,440	4,440
2554Commissioner's Fees	375	375	3,385	3,385	3,385
2555Prof/Spec Svcs - Purchased	430,750	453,389	435,404	435,404	452,404
2709Rents & Leases - Computer SW	1,869	1,976	2,485	2,485	2,485
2711Rents & Leases - Auto	451				
2770Fuels & Lubricants	1,108	1,013	1,006	1,006	1,006
2809Rents and Leases-PC	2,104	1,362	6,162	6,162	6,162
2838Special Dept Expense-1099 Repor		10,797			
2840Special Dept Expense	131,161	86,252	121,200	121,200	121,200
2844Training	1,281		141	141	141
2931Travel & Transportation	16,126	12,293	14,666	14,666	14,666
2932Mileage	49	67			
2935Advisory /Comm Expenses			200	200	200
2941County Vehicle Mileage	2,984	3,192	3,900	3,900	3,900
TotalServices & Supplies	626,006	618,083	636,705	636,705	656,205
Other Charges					
3925Judgments and Damages	94				
TotalOther Charges	94				
Fixed Assets					
4451Equipment	3,570				
TotalFixed Assets	3,570				
Charges From Departments					
5405I/T Maintenance - Bldgs & Improver	36				
5522I/T Other Supplies		72			
5552I/T - MIS Services	85	85	85	85	85
5556I/T - Professional Services	1,079	192			
5840I/T Special Dept Expense	180	288			
TotalCharges From Departments	1,380	637	85	85	85
Gross Budget	832,113	853,882	927,278	927,278	946,778
Less: Charges to Departments					
5026I/T - Advertising & Promotion Fund	(246,345)	(254,418)			
Total Charges to Departments	(246,345)	(254,418)			
Net Budget	585,768	599,464	927,278	927,278	946,778

# Economic Development

## General Fund

Fund: 100

Subfund: 0

Appropriation: 11120

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Less: Revenues					
7136 State Aid - Job Training ETP			(170,768)	(170,768)	(170,768)
7232 State Aid - Other			(54,100)	(54,100)	(74,100)
7234 State Aid - Mandated Costs	(19,923)	(4,177)	(2,522)	(2,522)	(2,522)
8212 Other General Reimbursement	(30,000)	(50,000)	(63,300)	(63,300)	(63,300)
8764 Miscellaneous Revenues		(15)			
8780 Contributions from Other Funds			(288,818)	(288,818)	(288,818)
Total Revenues	(49,923)	(54,192)	(579,508)	(579,508)	(599,508)
Net County Cost	535,845	545,272	347,770	347,770	347,270

## ORGANIZATIONAL DEVELOPMENT

GENERAL FUND 100 — 12000  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 274,830	\$ 366,030	\$ 449,222	\$ 424,204	16%	\$ 424,204
Services & Supplies	\$ 179,116	\$ 260,203	\$ 469,751	\$ 415,551	60%	\$ 415,551
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ 4,826	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 16,144	\$ 16,929	\$ 15,310	\$ 19,235	14%	\$ 19,235
Gross Budget	\$ 474,916	\$ 643,162	\$ 934,283	\$ 858,990	34%	\$ 858,990
Less: Chrgs to Depts	\$ (16,240)	\$ (59,225)	\$ (279,300)	\$ (129,300)	118%	\$ (129,300)
Net Budget	\$ 458,676	\$ 583,937	\$ 654,983	\$ 729,690	25%	\$ 729,690
Less: Revenues	\$ (4,543)	\$ (7,292)	\$ (9,519)	\$ (9,519)	31%	\$ (9,519)
Net County Cost	\$ 454,133	\$ 576,645	\$ 645,464	\$ 720,171	25%	\$ 720,171
Alloc. Positions	7	7	7	7	0%	7

### Mission and Major Programs

To create opportunities for employee development and growth, improve workplace productivity, and build positive work environments and relationships for Placer County departments. To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

MAJOR PROGRAM SERVICE EFFORT		2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1.	Training/Employee Development	\$333,195	5.00	\$411,084	3.10	\$77,890	(\$1.90)
2.	Interdepartmental Services	143,880	1.50	177,514	1.30	33,634	(\$0.20)
3.	Countywide Programs	280,187	0.50	345,685	2.60	65,498	2.10
<b>GROSS BUDGET TOTAL</b>		<b>\$757,261</b>	<b>7.00</b>	<b>\$934,283</b>	<b>7.00</b>	<b>\$177,022</b>	<b>0.00</b>

### Fiscal and Policy Issues

The Executive Leadership Program, endorsed by the Board of Supervisors, is a comprehensive course that involves two, 12-week sessions of classroom instruction and other exercises for a limited number of participants. This program will continue into FY 2002-03. Funding has been included in the recommended budget.

**ORGANIZATIONAL DEVELOPMENT 100 - 12000****Performance Indicators & Measures**

MAJ. PGM. NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	2000-01 PR. YR. ACTUAL	2001-02 CURR. YR. EST.	2002-03 REQ. BGT. EST.	2002-03 REQ. BGT. \$'S	2002-03 REQ. POSIT.
1.	Number of employees trained	QNTY	3,000	4,000	4,000	\$411,084	3.10
	Cost per Employee	Dollars	\$73.33	\$83.30	\$102.77		
2.	Number of facilitations and mediations provided	QNTY	9	15	15	\$177,514	1.30
	Cost per Facilitation/Mediation	Dollars	\$8,879.55	\$9,591.97	\$11,834.24		
3.	Number of employees that participate in countywide programs	QNTY	2,100	2,400	2,400	\$345,685	2.60
	Cost per Employee	Dollars	\$83.33	\$116.74	\$144.04		

**Recommended Expenditures**

Recommended expenditures have increased due to the higher costs necessary to provide employee training and development. In addition, salary and benefit categories have increased due to approved cost-of-living and merit adjustments. Included in recommended expenditures are funding for the Executive Leadership Program and re-activation of an Employee Suggestion and Award Program.

**Recommended Cost Transfers and Revenues**

Recommended cost transfers consist of charge-back fees to departments for specialized training, mediation and conflict resolution, and for missed classes at scheduled and/or required training sessions. Charges to the County General Fund include a portion of the cost of the new Executive Leadership Program.

A program review is currently underway to identify additional funding reimbursement for training classes and other specialized services offered by this division to other jurisdictions and agencies, including the private sector. Based on the results of this review, adjustments in revenue and/or cost transfers may be recommended with the final budget.

**Final Budget Changes from the Proposed Budget**

None.



# Organization Development Division

## General Fund

**Fund: 100**

**Subfund: 0**

**Appropriation: 12000**

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1002Salaries and Wages	213,942	294,360	354,819	354,819	354,819
1003Extra Help	6,037	6,094	5,340	5,340	5,340
1005Overtime & Call Back	2,418	13	3,303	3,285	3,285
1011Salary Savings				(25,000)	(25,000)
1300P.E.R.S.	14,717	20,430	30,979	30,979	30,979
1301F.I.C.A.	16,415	22,632	27,144	27,144	27,144
1310Employee Group Ins	19,749	20,356	24,302	24,302	24,302
1315Workers Comp Insurance	1,552	2,145	3,335	3,335	3,335
TotalSalaries & Benefits	274,830	366,030	449,222	424,204	424,204
Services & Supplies					
2050Communications - Radio		13,666			
2051Communications - Telephone	18,702	9,922	17,121	17,121	17,121
2085Household Expense	1,244				
2290Maintenance - Equipment	150	198	800	800	800
2406Maintenance - Janitorial	5,082		11,200		
2439Membership/Dues	1,291	590	1,350	1,350	1,350
2510PC Upgrades		254	500	500	500
2511Printing	6,421	7,555	13,500	13,500	13,500
2522Other Supplies	1,461	1,255	1,500	1,500	1,500
2523Office Supplies & Exp	12,051	13,320	11,700	11,700	11,700
2524Postage	108	201	1,250	1,250	1,250
2532Foresthill Memorial Hall		11			
2555Prof/Spec Svcs - Purchased				67,000	67,000
2556Prof/Spec Svcs - County	18				
2709Rents & Leases - Computer SW		3,331	2,280	2,280	2,280
2710Rents & Leases - Equipment	9,665				
2727Rents & Leases - Bldgs & Impr			2,000	2,000	2,000
2809Rents and Leases-PC		8,010	12,400	12,400	12,400
2840Special Dept Expense	40,478	99,809	264,500	27,500	27,500
2842Tuition Reimbursement	17,747	21,314	20,000	20,000	20,000
2844Training	61,442	71,925	96,000	223,000	223,000
2860Library Materials	506	5,045	5,000	5,000	5,000
2931Travel & Transportation	1,758	3,189	6,650	6,650	6,650
2941County Vehicle Mileage	992	608	2,000	2,000	2,000
TotalServices & Supplies	179,116	260,203	469,751	415,551	415,551
Fixed Assets					
4451Equipment	4,826				
TotalFixed Assets	4,826				
Charges From Departments					
5405I/T Maintenance - Bldgs & Improver	11,561	14,104		11,200	11,200
5550I/T - Administration			15,225		
5552I/T - MIS Services		85	85	85	85
5556I/T - Professional Services	18			7,950	7,950
5840I/T Special Dept Expense	4,565	2,740			
TotalCharges From Departments	16,144	16,929	15,310	19,235	19,235
Gross Budget	474,916	643,162	934,283	858,990	858,990

# Organization Development Division

## General Fund

Fund: 100

Subfund: 0

Appropriation: 12000

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Less: Charges to Departments					
5001Intrafund Transfers		(50,350)			
5002I/T - County General Fund	(13,440)	(8,725)	(260,000)	(110,000)	(110,000)
5004I/T - Road Fund	(250)		(5,000)	(5,000)	(5,000)
5009I/T - County Library Fund			(300)	(300)	(300)
5011I/T - Public Safety Fund	(1,750)	(150)	(10,000)	(10,000)	(10,000)
5022I/T - Mental Health Fund	(800)		(4,000)	(4,000)	(4,000)
Total Charges to Departments	(16,240)	(59,225)	(279,300)	(129,300)	(129,300)
<b>Net Budget</b>	<b>458,676</b>	<b>583,937</b>	<b>654,983</b>	<b>729,690</b>	<b>729,690</b>
Less: Revenues					
7479Other Govts-Trial Courts	(50)				
8193Other Services	(1,600)				
8212Other General Reimbursement			(9,519)	(9,519)	(9,519)
8297Training Fees	(1,725)	(5,825)			
8755Donation		(974)			
8764Miscellaneous Revenues	(268)	(443)			
8779Contributions from General Fun	(900)	(50)			
Total Revenues	(4,543)	(7,292)	(9,519)	(9,519)	(9,519)
<b>Net County Cost</b>	<b>454,133</b>	<b>576,645</b>	<b>645,464</b>	<b>720,171</b>	<b>720,171</b>

## FIRE PROTECTION FOREST AND RANGE LAND FIRE SEASON

GENERAL FUND 100 — 22150  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 1,988	\$ -	\$ -	\$ -	0%	\$ -
Services & Supplies	\$ 718,273	\$ -	\$ -	\$ -	0%	\$ -
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ 403,944	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 8,445	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 1,132,650	\$ -	\$ -	\$ -	0%	\$ -
Less: Chrgs to Depts	\$ (5,000)	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 1,127,650	\$ -	\$ -	\$ -	0%	\$ -
Less: Revenues	\$ (342,075)	\$ -	\$ -	\$ -	0%	\$ -
Net County Cost	\$ 785,575	\$ -	\$ -	\$ -	0%	\$ -
Alloc. Positions	0	0	0	0	0%	0

### Budget Note

Beginning in FY 2001-02, this budget has been moved from the General Fund (Fund 100, Budget 22150) to the Fire Protection Fund (Fund 170, Budget 22160). The budget table above reflects prior and current budget year costs for this appropriation only.

### Fiscal and Policy Issues

The county has benefited for several years from fairly stable and minor increases in the cost of its contract with CDF. In FY 2000-01 CDF contract costs of \$447,985 increased by an estimate of 3 percent, offset by a decrease of \$158,000 for one-time vehicle and equipment purchases in FY 1999-00. A professional services agreement for hazardous materials response with Truckee Fire was implemented during FY 2000-01 for improved service and response in Eastern Placer County (\$15,000). These costs have been consolidated into the Fire Protection Fund (Fund 170, Budget 22160) for FY 2001-02.

During the final budget process for FY 2000-01, \$6,240 for hazardous materials response training was approved, and \$10,500 was rebudgeted from FY 1999-00 for the purchase of radio equipment.

### Final Budget Changes from the Proposed Budget

None. This budget has been transferred and combined with the Fire Protection Fund (Fund 170, Budget 22160) as noted above.

# Fire Protection-Forest & Range Land

## General Fund

Fund: 100

Subfund: 0

Appropriation: 22150

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1315Workers Comp Insurance	1,988				
TotalSalaries & Benefits	1,988				
Services & Supplies					
2051Communications - Telephone	14,648				
2130Insurance	13,837				
2140Gen Liability Ins	958				
2273Parts	3,891				
2290Maintenance - Equipment	1,106				
2405Materials - Bldgs & Impr	322				
2511Printing	11				
2522Other Supplies	1,574				
2523Office Supplies & Exp	426				
2555Prof/Spec Svcs - Purchased	637,768				
2556Prof/Spec Svcs - County	1,508				
2709Rents & Leases - Computer SW	2,263				
2770Fuels & Lubricants	49				
2838Special Dept Expense-1099 Repor	2,762				
2840Special Dept Expense	27,587				
2844Training	92				
2941County Vehicle Mileage	7,835				
2965Utilities	1,636				
TotalServices & Supplies	718,273				
Fixed Assets					
4451Equipment	403,944				
TotalFixed Assets	403,944				
Charges From Departments					
5522I/T Other Supplies	1,075				
5892I/T-Fire Services	7,370				
TotalCharges From Departments	8,445				
<b>Gross Budget</b>	<b>1,132,650</b>				
Less: Charges to Departments					
5001Intrafund Transfers	(5,000)				
Total Charges to Departments	(5,000)				
<b>Net Budget</b>	<b>1,127,650</b>				
Less: Revenues					
7424State Aid - Public Safety Service	(198,537)				
8193Other Services	(2,648)				
8197Fire Services	(140,890)				
Total Revenues	(342,075)				
<b>Net County Cost</b>	<b>785,575</b>				

## EMERGENCY SERVICES

GENERAL FUND 100 — 22310  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 290,729	\$ 296,386	\$ 354,334	\$ 336,857	14%	\$ 336,857
Services & Supplies	\$ 101,971	\$ 103,694	\$ 98,006	\$ 98,006	-5%	\$ 98,006
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ 25,000	\$ -	\$ -	-100%	\$ -
Chgs from Depts	\$ 41,727	\$ 58,811	\$ 67,420	\$ 113,546	93%	\$ 113,546
Gross Budget	\$ 434,427	\$ 483,891	\$ 519,760	\$ 548,409	13%	\$ 548,409
Less: Chrgs to Depts	\$ (27,695)	\$ (27,000)	\$ (27,000)	\$ (27,000)	0%	\$ (27,000)
Net Budget	\$ 406,732	\$ 456,891	\$ 492,760	\$ 521,409	14%	\$ 521,409
Less: Revenues	\$ (259,770)	\$ (192,257)	\$ (167,953)	\$ (162,476)	-15%	\$ (156,424)
Net County Cost	\$ 146,962	\$ 264,634	\$ 324,807	\$ 358,933	36%	\$ 364,985
Alloc. Positions	4	4	4	4	0%	4

### Mission and Major Programs

To provide coordination for the operation of all governmental and non-governmental forces in emergencies; to provide civil preparedness skills and capabilities; to develop plans and provide training and facilities for emergencies; to coordinate fire requirements between the county and fire departments; and to perform other special duties as directed by the Board of Supervisors.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

MAJOR PROGRAM SERVICE EFFORT	2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1. Emergency Operations	\$165,762	1.25	\$195,554	1.50	\$29,792	0.25
2. Protection Of Life, Health And Property	57,767	0.45	66,900	0.60	9,132	0.15
3. Administration	91,861	0.75	97,777	0.80	5,916	0.05
4. Fire Administration	137,955	0.80	159,531	1.10	21,575	0.30
5. Special Projects	85,000	0.75	0	0.00	(85,000)	(0.75)
<b>GROSS BUDGET TOTAL</b>	<b>\$538,345</b>	<b>4.00</b>	<b>\$519,761</b>	<b>4.00</b>	<b>(\$18,584)</b>	<b>0.00</b>

### Recommended Expenditures

Recommended expenditures have increased due to approved cost-of-living and merit adjustments to salaries and benefits and increases for standby pay, which have been partially offset by a decrease in services and supplies costs and one-time equipment purchases. Recommended expenditures include reimbursement to Risk Management for management support. Salary and benefit costs may be reduced with Final Budget as a result of organizational changes.

## EMERGENCY SERVICES 100 - 22310

### **Recommended Cost Transfers and Revenues**

This budget will charge the Fire Protection Fund for the costs of administering that program and will receive revenue from the Federal Emergency Management Administration (FEMA) for a portion of the salaries and benefits of allocated staff. Revenue is received from contributions collected from cities within Placer County for their share of the cost of civil defense planning. This budget also receives a small portion of sales tax revenue collected for public safety (Proposition 172).

### **Final Budget Changes from the Proposed Budget**

Estimated sales tax revenue was reduced by \$6,052 to reflect current economic projections.

# Emergency Services

## General Fund

**Fund: 100**

**Subfund: 0**

**Appropriation: 22310**

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1002Salaries and Wages	231,798	206,848	269,451	257,451	257,451
1003Extra Help	2,941	37,431	5,010		
1005Overtime & Call Back	66	229	5,000	5,000	5,000
1300P.E.R.S.	15,125	13,240	21,735	21,735	21,735
1301F.I.C.A.	17,618	16,909	21,379	20,995	20,995
1310Employee Group Ins	20,623	19,025	27,120	27,120	27,120
1315Workers Comp Insurance	2,558	2,704	4,639	4,556	4,556
Total Salaries & Benefits	290,729	296,386	354,334	336,857	336,857
Services & Supplies					
2050Communications - Radio		5,176			
2051Communications - Telephone	38,087	36,746	38,000	38,000	38,000
2140Gen Liability Ins	3,198	3,140	4,399	4,399	4,399
2290Maintenance - Equipment	204	1,661	500	500	500
2291Maintenance - Computer Equip		83			
2405Materials - Bldgs & Impr	34				
2439Membership/Dues	147	846	530	530	530
2456Misc Expense	300				
2511Printing	2,240	3,097	2,000	2,000	2,000
2522Other Supplies	9,027	993	3,000	3,000	3,000
2523Office Supplies & Exp	2,368	4,488	3,500	3,500	3,500
2524Postage	2,300	2,345	3,600	3,600	3,600
2550Administration		2,713			
2555Prof/Spec Svcs - Purchased	10,357	3,976	10,000	10,000	10,000
2556Prof/Spec Svcs - County	10,578				
2701Publications & Legal Notices	15	800			
2709Rents & Leases - Computer SW	3,295	2,984	1,627	1,627	1,627
2809Rents and Leases-PC			2,350	2,350	2,350
2840Special Dept Expense	2,381	14,259	7,000	7,000	7,000
2844Training	863	673	1,500	1,500	1,500
2931Travel & Transportation	478	98	2,000	2,000	2,000
2932Mileage	102	99			
2941County Vehicle Mileage	15,997	19,517	18,000	18,000	18,000
Total Services & Supplies	101,971	103,694	98,006	98,006	98,006
Other Financing Uses					
3775Operating Transfer Out		25,000			
Total Other Financing Uses		25,000			
Charges From Departments					
5051I/T - Communications			30,030	30,030	30,030
5310I/T Employee Group Insurance	6,487	8,131	9,941	9,941	9,941
5405I/T Maintenance - Bldgs & Improver	8,916	26,188	6,000	6,000	6,000
5522I/T Other Supplies		18			
5550I/T - Administration		8,594		46,126	46,126
5552I/T - MIS Services	1,735	1,293	1,503	1,503	1,503
5556I/T - Professional Services	7,568	11,145	7,946	7,946	7,946
5840I/T Special Dept Expense		82			
5965I/T Utilities	17,021	3,360	12,000	12,000	12,000
Total Charges From Departments	41,727	58,811	67,420	113,546	113,546
<b>Gross Budget</b>	<b>434,427</b>	<b>483,891</b>	<b>519,760</b>	<b>548,409</b>	<b>548,409</b>
Less: Charges to Departments					
5002I/T - County General Fund	(495)				
5010I/T - Fire Control Fund	(27,200)	(27,000)	(27,000)	(27,000)	(27,000)
Total Charges to Departments	(27,695)	(27,000)	(27,000)	(27,000)	(27,000)

# Emergency Services

## General Fund

Fund: 100

Subfund: 0

Appropriation: 22310

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Net Budget	406,732	456,891	492,760	521,409	521,409
Less: Revenues					
7232 State Aid - Other	(6,433)	(92)			
7234 State Aid - Mandated Costs	(138)				
7250 Federal Aid Disaster Admin	(39,817)	(47,573)	(40,070)	(40,070)	(40,070)
7292 Aid from Other Governmental Ag	(21,742)	(17,299)	(13,851)	(13,851)	(13,851)
7424 State Aid - Public Safety Service	(93,107)	(88,145)	(92,417)	(92,417)	(86,365)
8212 Other General Reimbursement	(1,000)	(39,130)			
8764 Miscellaneous Revenues	(97,533)	(18)	(21,615)	(16,138)	(16,138)
Total Revenues	(259,770)	(192,257)	(167,953)	(162,476)	(156,424)
Net County Cost	146,962	264,634	324,807	358,933	364,985



## DISASTER RESPONSE/RECOVERY

GENERAL FUND 100 — 22350  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ -	\$ -	\$ 25,000	\$ 25,000	100%	\$ 25,000
Services & Supplies	\$ 224	\$ 17,276	\$ 75,000	\$ 75,000	334%	\$ 75,000
Other Charges	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 224	\$ 17,276	\$ 100,000	\$ 100,000	479%	\$ 100,000
Less: Chrgs to Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 224	\$ 17,276	\$ 100,000	\$ 100,000	479%	\$ 100,000
Less: Revenues	\$ -	\$ -	\$ (100,000)	\$ (100,000)	100%	\$ (100,000)
Net County Cost	\$ 224	\$ 17,276	\$ -	\$ -	-100%	\$ -
Alloc. Positions	0	0	0	0	0%	0

### Mission and Major Programs

To provide an immediate source of funding for response to and recovery from disasters or other events that may strike within the County, including initiation of cost recovery for such disasters.

### Fiscal and Policy Issues

This budget would be activated only in response to the occurrence of a disaster or similar event. If not activated, the recommended appropriations remain intact.

### Recommended Expenditures

Recommended expenditures for extra help, overtime, communications and contract services are the same as in the previous year. There are no positions allocated to this budget.

### Recommended Cost Transfers and Revenues

Federal and State revenues should offset the County's cost of responding to and recovery from disasters.

### Final Budget Changes from the Proposed Budget

None.

# Disaster Response/Recovery

## General Fund

Fund: 100

Subfund: 0

Appropriation: 22350

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1003Extra Help			10,000	10,000	10,000
1005Overtime & Call Back			15,000	15,000	15,000
TotalSalaries & Benefits			25,000	25,000	25,000
Services & Supplies					
2051Communications - Telephone			5,000	5,000	5,000
2456Misc Expense			14,776	14,776	14,776
2522Other Supplies			5,000	5,000	5,000
2555Prof/Spec Svcs - Purchased		60	25,000	25,000	25,000
2709Rents & Leases - Computer SW	224	224	224	224	224
2840Special Dept Expense		16,992	25,000	25,000	25,000
TotalServices & Supplies	224	17,276	75,000	75,000	75,000
Gross Budget	224	17,276	100,000	100,000	100,000
Net Budget	224	17,276	100,000	100,000	100,000
Less: Revenues					
7326Federal - Other			(100,000)	(100,000)	(100,000)
Total Revenues			(100,000)	(100,000)	(100,000)
Net County Cost	224	17,276			

## FIRE PROTECTION

FIRE CONTROL FUND 170 — 22160  
Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ -	\$ 34,256	\$ 81,445	\$ 81,445	138%	\$ 87,217
Services & Supplies	\$ 704,257	\$ 1,601,180	\$ 1,833,932	\$ 1,833,931	15%	\$ 1,841,431
Other Charges	\$ 54,142	\$ 54,128	\$ 54,141	\$ 54,141	0%	\$ 54,141
Fixed Assets	\$ 204,084	\$ 48,266	\$ -	\$ -	-100%	\$ -
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Chgs from Depts	\$ 27,138	\$ 29,067	\$ 27,000	\$ 27,000	-7%	\$ 27,000
Approp for Conting.	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 989,621	\$ 1,766,897	\$ 1,996,518	\$ 1,996,517	13%	\$ 2,009,789
Less: Chrgs to Depts	\$ (7,370)	\$ (542,092)	\$ (551,912)	\$ (551,912)	2%	\$ (551,912)
Net Budget	\$ 982,251	\$ 1,224,805	\$ 1,444,606	\$ 1,444,605	18%	\$ 1,457,877
Less: Revenues	\$ (749,708)	\$ (1,403,558)	\$ (1,525,515)	\$ (1,499,505)	7%	\$ (1,514,826)
Net County Cost	\$ 232,543	\$ (178,753)	\$ (80,909)	\$ (54,900)	-69%	\$ (56,949)
Alloc. Positions	0	1	1	1	0%	1

### Budget Note

Beginning in FY 2001-02, the General Fund Fire Protection Forest and Range Land Fire Season budget (Fund 100, Budget 22150) was combined with the Fire Control Fund (Fund 170, Budget 22160). As a result of this consolidation, this budget was renamed "Fire Protection".

### Mission and Major Programs

To provide fire protection through a contract with the California Department of Forestry and Fire Protection (CDF), and to provide a hazardous material response capability. To accomplish this mission, the department has identified the following program service efforts, their related costs and numbers of allocated positions:

MAJOR PROGRAM SERVICE EFFORT	2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1. Fire Protection	\$1,612,385	0.00	\$1,521,116	0.00	(\$91,269)	0.00
2. Volunteer Companies	103,500	0.00	115,565	0.00	12,065	0.00
3. Administration	107,670	1.00	112,021	1.00	4,351	0.00
4. Hazardous Materials Response	125,254	0.00	126,109	0.00	855	0.00
5. Fire Mitigation Planning	65,977	0.00	67,566	0.00	1,589	0.00
6. Engine Lease Payment	116,642	0.00	54,141	0.00	(62,501)	0.00
<b>GROSS BUDGET TOTAL</b>	<b>\$2,131,428</b>	<b>1.00</b>	<b>\$1,996,518</b>	<b>1.00</b>	<b>(\$134,910)</b>	<b>0.00</b>

## FIRE CONTROL FUND 170 — 22160

### Fiscal and Policy Issues

County fire protection was consolidated into one budget for FY 2001-02, however the costs traditionally associated with Fire Protection Forest and Range Land – Fire Season (22150) will continue to be funded by the General Fund through the Contribution for Public Safety (21700). The General Fund contribution will fund fire protection service in the area of Placer County west of Highway 65 through a contract with the California Department of Forestry and Fire Protection (CDF) and will provide hazardous materials response capability.

Additional budget impacts were the result of the Local Agency Formation Commission's (LAFCO) decision to dissolve the Dry Creek Fire Protection District in order to preserve local control over fire protection and preserve future flexibility. With the District's dissolution, the existing countywide County Service Area (CSA 28, Zone 165) provides the mechanism by which fire protection services are provided to the Dry Creek community; these services are being implemented through a contract with CDF. The Dry Creek community is sparsely developed at this time but significant development is expected to begin. The Placer County Board of Supervisors provides a loan to the Dry Creek CSA to support fire protection in the community, offset by revenues received by the CSA. In the future, as development occurs in the area, it is expected that the CSA will begin to repay this loan back to the County.

### Performance Indicators & Measures

MAJ. PGM. NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	2000-01 PR. YR. ACTUAL	2001-02 CURR. YR. EST.	2002-03 REQ. BGT. EST.	2002-03 REQ. BGT. \$'S	2002-03 REQ. POSIT.
1.	Respond to Emergency Calls	QNTY	2,817	2,640	2,850	\$1,521,116	0.00
	Cost per Call	Dollars	\$278.08	\$610.75	\$533.73		
2.	Respond to Emergency Calls - Volunteer Companies	QNTY	698	710	710	\$115,565	0.00
	Cost per Call	Dollars	\$55.54	\$145.77	\$162.77		
3.	Hazardous Materials Response	QNTY	35	40	40	\$126,109	0.00
	Cost per Incident	Dollars	\$1,545.54	\$3,131.35	\$3,152.72		
4.	Fire Mitigation Planning	QNTY	325	250	325	\$67,566	0.00
	Cost per Planning Review	Dollars	\$96.77	\$263.91	\$207.90		

### Recommended Expenditures

Recommended expenditures have decreased primarily due to reductions in fixed asset acquisition. The base contract with CDF has been increased 3 percent over the current contract amount. FY 2002-03 recommended expenditures also include the lease purchase principal and interest payments for a fire engine, the cost for which will be completely offset with Capital Facility Mitigation funds.

### Recommended Cost Transfers and Revenues

This budget will receive an estimated \$692,268 in property related taxes; \$190,000 in public safety sales tax revenue; \$54,141 in fire mitigation revenue (for fire engine lease payments); and \$75,760 in other revenue. Other funding includes a General Fund Contribution for fire services in the amount of \$531,020; \$463,500 from the Dry Creek CSA; \$39,728 from the Office of Emergency Services, Risk Management for fiscal and personnel support; and \$5,000 from Environmental Health for hazardous materials inspections. It is expected that the revenues combined with agency contributions will be sufficient to meet budget requirements.

## FIRE CONTROL FUND 170 — 22160

### Final Budget Changes from the Proposed Budget

Revenues were adjusted to reflect updated economic projections for property and public safety sales tax revenue (\$15,331 increase net). Funding for implementation of a personnel classification study (\$5,772) and three months of clerical support for the CDF contract (\$7,500) were also included with final adjustments. The Fire Control Fund cancelled reserves, Designation for Contingency, in the amount of \$108,845 to balance the budget.

# Fire Protection-Not Countywide

## Fire Control-Not County Wide Fund

Fund: 170

Subfund: 0

Appropriation: 22160

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Salaries & Benefits					
1002Salaries and Wages		26,633	61,789	61,789	67,561
1300P.E.R.S.		1,830	5,301	5,301	5,301
1301F.I.C.A.		2,000	4,727	4,727	4,727
1310Employee Group Ins		3,602	6,614	6,614	6,614
1315Workers Comp Insurance		191	3,014	3,014	3,014
TotalSalaries & Benefits		34,256	81,445	81,445	87,217
Services & Supplies					
2000Services and Supplies	43,750				
2050Communications - Radio		193			
2051Communications - Telephone	6,405	37,383	26,000	26,000	26,000
2130Insurance		14,000	17,000	17,000	17,000
2140Gen Liability Ins	1,712	2,838	3,795	3,795	3,795
2273Parts	505	4,817			
2290Maintenance - Equipment	1,424	19,479	6,000	6,000	6,000
2291Maintenance - Computer Equip			1,960	1,960	1,960
2405Materials - Bldgs & Impr	268	2,843	4,000	4,000	4,000
2456Misc Expense		5,623	23,885	23,885	23,885
2511Printing		661			
2522Other Supplies		32,307			
2523Office Supplies & Exp	2,071	581	2,500	2,500	2,500
2555Prof/Spec Svcs - Purchased	604,607	1,384,625	1,661,837	1,661,837	1,669,337
2556Prof/Spec Svcs - County	5,682	46,462			
2566Snow Equipment-Fleet Services	360				
2709Rents & Leases - Computer SW	1,414	3,620	3,621	3,621	3,621
2770Fuels & Lubricants		58			
2809Rents and Leases-PC			800	800	800
2838Special Dept Expense-1099 Repor		4,461	3,000	3,000	3,000
2840Special Dept Expense	33,993	32,097	61,800	61,800	61,800
2844Training	1,136	987	6,240	6,240	6,240
2941County Vehicle Mileage		5,776	8,494	8,493	8,493
2965Utilities	930	2,369	3,000	3,000	3,000
TotalServices & Supplies	704,257	1,601,180	1,833,932	1,833,931	1,841,431
Other Charges					
3810Lease Purchase Principal	41,633	44,001	46,504	46,504	46,504
3830Lease Purchase Interest	12,509	10,127	7,637	7,637	7,637
TotalOther Charges	54,142	54,128	54,141	54,141	54,141
Fixed Assets					
4451Equipment	204,084	48,266			
TotalFixed Assets	204,084	48,266			
Charges From Departments					
5550I/T - Administration	27,000	28,922	27,000	27,000	27,000
5556I/T - Professional Services	138	145			
TotalCharges From Departments	27,138	29,067	27,000	27,000	27,000
<b>Gross Budget</b>	<b>989,621</b>	<b>1,766,897</b>	<b>1,996,518</b>	<b>1,996,517</b>	<b>2,009,789</b>
Less: Charges to Departments					
5002I/T - County General Fund	(7,370)	(542,092)	(20,892)	(20,892)	(551,912)
5011I/T - Public Safety Fund			(531,020)	(531,020)	
Total Charges to Departments	(7,370)	(542,092)	(551,912)	(551,912)	(551,912)
<b>Net Budget</b>	<b>982,251</b>	<b>1,224,805</b>	<b>1,444,606</b>	<b>1,444,605</b>	<b>1,457,877</b>

# Fire Protection-Not Countywide

## Fire Control-Not County Wide Fund

Fund: 170

Subfund: 0

Appropriation: 22160

Budget Category (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Dept Req 2002-03 (4)	CEO Rec 2002-03 (5)	BOS Adopted 2002-03 (6)
Less: Revenues					
6100 Current Secured Property Taxes	(517,998)	(595,545)	(620,023)	(620,023)	(672,966)
6107 Unitary & Op Non-Unitary	(35,666)	(36,567)	(39,117)	(38,460)	(38,460)
6111 Current Unsecured Property Tax	(17,866)	(22,380)	(22,000)	(20,000)	(20,000)
6132 Redemptions Gen Taxes	166	1,211			
6140 Property Taxes Prior Unsec	(337)	(371)	(210)	(210)	(210)
6160 Timber Tax Guarantee	(1,501)	(1,641)	(1,260)	(1,260)	(1,260)
6171 Supplemental - Property Taxes C	(39,114)	(53,462)	(31,575)	(31,575)	(31,575)
6950 Interest	(25,690)	(8,693)	(10,000)	(9,000)	(7,000)
7205 Homeowners Property Tax Red	(10,052)	(10,546)	(9,650)	(7,500)	(7,500)
7232 State Aid - Other		(7,034)			
7292 Aid from Other Governmental Ag		(22,987)			
7424 State Aid - Public Safety Service		(191,410)	(197,797)	(190,000)	(177,750)
8193 Other Services			(50,338)	(40,000)	(40,000)
8197 Fire Services		(316,629)	(463,500)	(463,500)	(440,128)
8212 Other General Reimbursement		(500)			
8215 Administrative Services		(11,130)			
8263 Development Fees	(92,726)	(54,128)	(54,141)	(54,141)	(54,141)
8764 Miscellaneous Revenues	(8,924)	(71,746)	(2,068)		
8780 Contributions from Other Funds			(23,836)	(23,836)	(23,836)
Total Revenues	(749,708)	(1,403,558)	(1,525,515)	(1,499,505)	(1,514,826)
Net County Cost	232,543	(178,753)	(80,909)	(54,900)	(56,949)

## GENERAL LIABILITY INSURANCE

GENERAL LIABILITY INSURANCE FUND 270800 — 09800  
Jan M. Christofferson, County Executive Office

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 395,004	\$ 418,349	\$ 595,311	\$ 588,214	41%	\$ 588,214
Services & Supplies	\$ 1,189,678	\$ 1,587,039	\$ 2,066,439	\$ 1,518,587	-4%	\$ 1,518,587
Other Charges	\$ 1,370,138	\$ 791,265	\$ 1,412,000	\$ 1,612,000	104%	\$ 1,612,000
Other Financing Uses	\$ -	\$ 210,808	\$ 7,500	\$ -	-100%	\$ -
Chgs from Depts	\$ 464	\$ -	\$ -	\$ -	0%	\$ -
Gross Budget	\$ 2,955,284	\$ 3,007,461	\$ 4,081,250	\$ 3,718,801	24%	\$ 3,718,801
Less: Chrgs to Depts	\$ -	\$ -	\$ (108,632)	\$ -	0%	\$ -
Net Budget	\$ 2,955,284	\$ 3,007,461	\$ 3,972,618	\$ 3,718,801	24%	\$ 3,718,801
Less: Revenues	\$ (3,251,478)	\$ (3,152,142)	\$ (3,184,013)	\$ (3,226,878)	2%	\$ (3,226,878)
Net County Cost	\$ (296,194)	\$ (144,681)	\$ 788,605	\$ 491,923	-440%	\$ 491,923
Fixed Assets	\$ 2,985	\$ -	\$ -	\$ -	0%	\$ -
Alloc. Positions	10	9	8	8	-11%	8

### Mission and Major Programs

To administer, and control the claim costs of, the General Liability Risk Management Program by reducing and avoiding risks; obtaining appropriate types and amounts of insurance; and maintaining an adequate reserve to pay for all liability claims and related costs.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

MAJOR PROGRAM SERVICE EFFORT	2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1. Administration	\$333,410	2.00	\$223,434	1.50	(\$109,975)	(0.50)
2. General Liability Insurance Fund	2,156,602	3.50	2,545,825	4.00	\$389,223	0.50
3. Investigations	690,410	2.50	759,391	2.50	\$68,981	0.00
4. Litigation	433,478	0.00	552,600	0.00	\$119,122	0.00
<b>GROSS BUDGET TOTAL</b>	<b>\$3,613,899</b>	<b>8.00</b>	<b>\$4,081,250</b>	<b>8.00</b>	<b>\$467,351</b>	<b>0.00</b>

### Fiscal and Policy Issues

Last year, Pacific Actuarial Consultants reviewed Placer County's General Liability Program and recommended an increase in the accrued loss contingency liability for the fiscal year ending June 30, 2001. Funding for this accrual was available in the General Liability reserves. Included in the recommended budget will be funding for another actuarial review of the General Liability Program for FY 2002-03. It is expected that the accrued loss contingency liability will need to be increased, possibly substantially, upon completion of this study.

The costs associated with this program are expected to continue to rise, and although general liability rates remain static due to current economic conditions, they will very likely need to be increased in FY 2003-04.



## **GENERAL LIABILITY INSURANCE 270800 - 09800**

### **Recommended Expenditures**

Recommended expenditures have increased due to the backfilling of a senior management position, in large part offset by a reduction in funding for the unfilled administrative services officer position added in FY 2001-02. In addition, increased funding requirements are recommended for legal fees, professional service contracts and special insurance premiums. Due to increased technical requirements within the General Liability Program, it is recommended that the vacant administrative technician allocation be replaced with a management analyst allocation in FY 2002-03.

### **Recommended Cost Transfers and Revenues**

The reduction in recommended revenue is due to adjustments in general liability cost recovery, which will total \$2,065,513 in FY 2002-03. An increase in general liability rates will likely be necessary next year to return rates to a level more consistent with program costs and loss liabilities. This budget also receives revenue from interest income (\$450,000), reimbursement for management and administration from Worker's Compensation and the Office of Emergency Services (\$150,364) and other reimbursements (\$561,001). The net cost of this fund is \$491,923, which will be offset by carryover fund balance or the cancellation of reserves.

### **Final Budget Changes from the Proposed Budget**

Final adjustments include reserve cancellations in the amount of \$236,538 due to less than expected carryover fund balance from FY 2001-02.

Fund: 270 Self Insurance Fund  
Subfund: 800 General Liability Insurance  
Budget Unit: 9800 Gen Liability Insurance

Operating Detail (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Department Request 2002-03 (4)	Recommended by C.E.O. 2002-03 (5)	Approved Adopted by the Board of Supervisors 2002-03 (6)
Operating Income					
8193 Other Services	1,900				
8212 Other General Reimbursement	151,926	170,761			
8328 Self Insurance Proceeds	2,057,026	2,134,284	2,065,513	2,065,513	2,065,513
8761 Insurance Refunds				300,000	300,000
8763 Non-Tort Recovery			446,000	148,001	148,001
8779 Contributions from General Fun			150,000	100,000	100,000
8785 Contrib Dental Insurance Premiu		16			
Total Operating Income	2,210,852	2,305,061	2,661,513	2,613,514	2,613,514
Operating Expenses					
1001 Employee Paid Sick Leave	75	185			
1002 Salaries and Wages	309,524	310,474	404,674	414,269	414,269
1003 Extra Help	3,677	11,096	11,890		
1004 Accr Compensated Leave	2,324	3,232			
1006 Sick Leave Payoff		13,692	52,910	52,300	52,300
1011 Salary Savings				(10,000)	(10,000)
1300 P.E.R.S.	21,965	23,016	34,726	37,326	37,326
1301 F.I.C.A.	22,889	24,130	35,931	35,693	35,693
1310 Employee Group Ins	31,303	29,020	49,967	50,648	50,648
1315 Workers Comp Insurance	3,247	3,504	5,213	7,978	7,978
2051 Communications - Telephone	15,407	14,136	12,700	12,000	12,000
2130 Insurance	14,340	33,464	54,000	50,000	50,000
2140 Gen Liability Ins	72,412	108,986	154,550	150,000	150,000
2145 Fire Package Ins	63,885	94,121	200,000	180,000	180,000
2257 Witness Fees	2,117	3,433			
2258 Defense Experts	9,596	(75)			
2290 Maintenance - Equipment	204		400	400	400
2291 Maintenance - Computer Equip	72	504			
2310 Employee Benefits Systems	19,608	29,543	34,336	34,336	34,336
2405 Materials - Bldgs & Impr	164	133			
2439 Membership/Dues	2,294	1,885	3,883	3,883	3,883
2456 Misc Expense	6,786	51,180			
2510 PC Upgrades	63		15,100	15,100	15,100
2511 Printing	10,779	4,329	6,000	6,000	6,000
2522 Other Supplies	6,350	744	2,900	2,900	2,900
2523 Office Supplies & Exp	28,538	10,667	11,500	11,500	11,500
2524 Postage	1,271	1,433	1,300	1,300	1,300
2527 Prof Svcs A-87 Costs	70,227		118,300	118,300	118,300
2540 Court Reporting	758				
2542 Court Reporting Outside Vendor	5,165	23,120	15,000	15,000	15,000
2543 Investigators	30,388	47,461	187,000	187,000	187,000
2550 Administration	76,704	99,003	22,400	22,400	22,400
2555 Prof/Spec Svcs - Purchased	80,559	73,351	180,500	96,000	96,000
2556 Prof/Spec Svcs - County	129,976	171,849	611,131	581,029	581,029
2561 Legal Services	492,428	786,260	400,000		
2701 Publications & Legal Notices	42	360			
2709 Rents & Leases - Computer S	8,158	15,384	9,139	9,139	9,139
2710 Rents & Leases - Equipment	1,671				
2809 Rents and Leases-PC	6,684	1,397	8,300	8,300	8,300
2838 Special Dept Expense-1099 Rep		1,495			
2840 Special Dept Expense	21,232	1,644	4,000	1,000	1,000
2842 Tuition Reimbursement	756	1,900			
2844 Training	917	1,049	4,000	4,000	4,000
2860 Library Materials	632	818			
2931 Travel & Transportation	3,542	1,220	5,000	4,000	4,000
2932 Mileage	426	1,030			
2941 County Vehicle Mileage	5,527	5,170	5,000	5,000	5,000
2955 Prof & Spec Serv & Med		45			
3551 Transfer Out A-87 Costs		190,310			
3701 Equipment Depreciation	3,535	1,139	8,000	8,000	8,000

Fund: 270 Self Insurance Fund  
Subfund: 800 General Liability Insurance  
Budget Unit: 9800 Gen Liability Insurance

Operating Detail (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Department Request 2002-03 (4)	Recommended by C.E.O. 2002-03 (5)	Approved Adopted by the Board of Supervisors 2002-03 (6)
3702 Bldg & Impr Depreciation	3,801	1,473	4,000	4,000	4,000
3776 Contrib Auto Working Capital			7,500		
3925 Judgments and Damages	800,869	416,746	800,000	900,000	900,000
3929 Judgments and Damages - non-	17,507	371,157	300,000	150,000	150,000
3931 Tort-Related Litigation				250,000	250,000
3932 Non-Tort Litigation		750	300,000	300,000	300,000
3936 Non-Tort Judgments and Damag	544,401				
5001 Intrafund Transfers			(108,632)		
5556 I/T - Professional Services	464				
Total Operating Expenses	2,955,259	2,986,963	3,972,618	3,718,801	3,718,801
Net Operating Income (Loss)	(744,407)	(681,902)	(1,311,105)	(1,105,287)	(1,105,287)
Non-Operating Revenue (Expense)					
3775 Operating Transfer Out		(20,498)			
3851 Interest	(25)				
6950 Interest	514,069	423,490	510,000	450,000	450,000
7270 Federal Aid - M/H Drug		(1,524)			
8750 Sales of Fixed Assets	349,157				
8753 Other Sales		1,000			
8763 Non-Tort Recovery	100,000				
8764 Miscellaneous Revenues		24,419	12,500	13,000	13,000
8780 Contributions from Other Funds		296,400			
8954 Operating Transfers In	77,400	103,296		150,364	150,364
Total Non-Operating Revenue (Expense)	1,040,601	826,583	522,500	613,364	613,364
Net Income (Loss)	296,194	144,681	(788,605)	(491,923)	(491,923)
Fixed Assets					
4451 Equipment	2,985				
Total Fixed Assets	2,985				

## WORKERS COMPENSATION

### WORKERS COMPENSATION INSURANCE FUND 270810 — 09810

Jan M. Christofferson, County Executive Officer

Budget Category	Actual 2000-01	Actual 2001-02	Department Requested 2002-03	CEO Rec 2002-03	Rec Change %	BOS Adopted 2002-03
Salaries & Benefits	\$ 185,404	\$ 253,800	\$ 289,204	\$ 267,207	5%	\$ 267,207
Services & Supplies	\$ 757,324	\$ 922,964	\$ 1,311,367	\$ 1,311,167	42%	\$ 1,393,970
Other Charges	\$ 3,120,904	\$ 3,600,491	\$ 4,500,000	\$ 4,500,000	25%	\$ 5,668,098
Other Financing Uses	\$ 77,400	\$ (1,520)	\$ -	\$ -	-100%	\$ -
Chgs from Depts	\$ -	\$ -	\$ 155,500	\$ 82,803	100%	\$ -
Gross Budget	\$ 4,141,032	\$ 4,775,735	\$ 6,256,071	\$ 6,161,177	29%	\$ 7,329,275
Less: Chrgs to Depts	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Net Budget	\$ 4,141,032	\$ 4,775,735	\$ 6,256,071	\$ 6,161,177	29%	\$ 7,329,275
Less: Revenues	\$ (8,996,147)	\$ (5,917,205)	\$ (6,256,071)	\$ (6,161,177)	4%	\$ (6,161,177)
Net County Cost	\$ (4,855,115)	\$ (1,141,470)	\$ -	\$ -	-	\$ 1,168,098
Fixed Assets	\$ -	\$ -	\$ -	\$ -	0%	\$ -
Alloc. Positions	0	3	3	3	0%	3

### Mission and Major Programs

To administer the Workers Compensation and Safety Program by promoting worker health and safety; managing worker injury claims; and maintaining adequate reserves to pay claims and related costs.

To accomplish this mission, the department has identified the following major program service efforts, related costs and number of allocated positions:

MAJOR PROGRAM SERVICE EFFORT	2001-02 APPROP.	ALLOC POS.	2002-03 REQ. BGT.	REQ. POS.	REQ. \$ CHANGE	REQ. POS. CHG.
1. Overall Management and Coordination Workers Compensation & Safety	\$635,325	1.00	\$726,993	1.00	\$91,668	0.00
2. Provide Workers Compensation Benefits to Open Indemnity and Medical Claims	3,986,542	0.80	5,166,649	0.80	1,180,107	0.00
3. Implement Safety Inspections to approx 150 Locations	294,181	1.00	301,993	1.00	7,813	0.00
4. Coordinate/Provide Occupational Health Program Support and Identify Hazards In County Workplaces	58,871	0.20	60,435	0.20	1,563	0.00
<b>GROSS BUDGET TOTAL</b>	<b>\$4,974,920</b>	<b>3.00</b>	<b>\$6,256,071</b>	<b>3.00</b>	<b>\$1,281,151</b>	<b>0.00</b>

### Fiscal and Policy Issues

Recently the Governor of the State of California signed AB749 Workers Compensation Reform, a bill that will increase Workers Compensation benefits to injured workers. As a result effective in January of 2003, and annually thereafter, the costs to run this program are expected to increase significantly.

## WORKERS COMPENSATION 270810 - 09810

Last year, Pacific Actuarial Consultants reviewed Placer County's Workers Compensation program and recommended an increase in the accrued loss contingency liability for fiscal year ending June 30, 2001. Funding for this accrual was available in the Workers Compensation reserves. Included in the recommended budget will be funding for another actuarial review of the Workers Compensation Program for FY 2002-03. It is expected that the accrued loss contingency liability may need to be increased, possibly substantially, upon completion of this study.

### Performance Indicators & Measures

MAJ. PGM. NO.	WORKLOAD/PERFORMANCE INDICATOR & MEASURE	UNIT OF MEAS.	2000-01 PR. YR. ACTUAL	2001-02 CURR. YR. EST.	2002-03 REQ. BGT. EST.	2002-03 REQ. BGT. \$'S	2002-03 REQ. POSIT.
1.	To manage the Workers Compensation and Employee Safety and Health Programs for employees and volunteers	QNTY	3,335	3,425	3,525	\$726,993	1.00
	Cost per Covered Person	Dollars	\$141.27	\$185.50	\$206.21		
2.	To provide workers compensation benefits to approximately 300 open indemnity claims, 415 new claims, and to administer 60 open medical only claims	QNTY	672	710	775	\$5,166,649	0.80
	(Avg) Cost per Open Claim	Dollars	\$5,282.52	\$5,614.85	\$6,666.64		
3.	To provide facility safety inspections to approximately 150 locations	QNTY	55	150	150	\$301,993	1.00
	Cost per Inspection	Dollars	\$1,433.41	\$1,961.21	\$2,013.29		
4.	To process employee accident reports and provide workers compensation claim forms where appropriate	QNTY	703	715	735	\$60,435	0.20
	Cost per Report/Claim	Dollars	\$59.42	\$82.31	\$82.27		

### Recommended Expenditures

Recommended expenditures for salary and benefits have decreased from prior year due the reduction of the half-time Administrative Services Officer position. When approved the position was to be shared with the County Personnel Department, but has since been transferred to that budget full-time. This budget will reimburse the Fire Control Fund for fiscal and personnel support.

Included in the recommended budget is additional funding for professional service contracts and insurance premiums; an allocation for safety and security related facility improvements (\$100,000); and reimbursement to General Liability for ongoing management and administrative support (\$77,303). Also recommended is an increase in benefit and medical claim costs, to more accurately reflect current program costs. Workers Compensation expenditures for FY 2002-03 are fully offset with expected revenues.

### Recommended Cost Transfers and Revenues

This budget receives revenue from interest income (\$490,000), insurance recoveries from CSAC for claims costs over the self-insured reserve limits (\$396,677), revenue from departments based on payroll charges for the workers compensation program (\$5,232,000) and other general reimbursement (\$42,500). Due to expected cost recovery needs, payroll rates for Workers Compensation have increased over the prior year budget amounts.

During FY 2000-01, the Workers Compensation Fund received re-payment on its advances receivable amounting to \$4.96 million from the Countywide Systems Fund (06240), as well as corresponding interest revenue. This payment fully repaid the funds borrowed for the County's financial and payroll systems.

## WORKERS COMPENSATION 270810 - 09810

### Final Budget Changes from the Proposed Budget

Carryover fund balance was rebudgeted pending completion of the Workers Compensation actuarial study and the potential need to increase the loss reserve (\$1,168,098).

State Controller  
County Budget Act  
(1985)

County of Placer  
State of California  
Operations of Internal Service Fund  
Operational Statement for the Fiscal Year 2002-03

County Budget Form  
Schedule 10

Fund: 270 Self Insurance Fund					
Subfund: 810 Workers Compensation Insurance					
Budget Unit: 9810 Workers Comp Insurance					Approved Adopted by the Board of Supervisors 2002-03 (6)
Operating Detail (1)	Actual 2000-01 (2)	Actual 2001-02 (3)	Department Request 2002-03 (4)	Recommended by C.E.O. 2002-03 (5)	
Operating Income					
8212 Other General Reimbursement	10,578	64	42,500	42,500	42,500
8328 Self Insurance Proceeds	3,750,751				
8780 Contributions from Other Funds			5,232,000	5,232,000	5,232,000
Total Operating Income	3,761,329	64	5,274,500	5,274,500	5,274,500
Operating Expenses					
1002 Salaries and Wages	127,153	149,780	213,370	194,941	194,941
1004 Accr Compensated Leave	(2,922)	174			
1006 Sick Leave Payoff	26,496	52,033			
1300 P.E.R.S.	10,643	14,222	15,243	17,545	17,545
1301 F.I.C.A.	11,697	15,324	16,323	14,913	14,913
1310 Employee Group Ins	10,034	19,780	39,446	35,402	35,402
1315 Workers Comp Insurance	2,303	2,487	4,822	4,406	4,406
2051 Communications - Telephone	4,536	6,115	7,700	7,700	7,700
2130 Insurance	301,095	463,881	600,000	600,000	600,000
2140 Gen Liability Ins	1,639	1,994	2,556	2,556	2,556
2291 Maintenance - Computer Equip		108			
2310 Employee Benefits Systems	11,413	11,204	21,322	21,322	21,322
2405 Materials - Bldgs & Impr		72			
2439 Membership/Dues	1,389	687	1,500	1,500	1,500
2456 Misc Expense		712			
2511 Printing	1,507	1,474	3,000	3,000	3,000
2522 Other Supplies		290			
2523 Office Supplies & Exp	661	2,380	3,000	3,000	3,000
2524 Postage	1,383	1,966	2,000	2,000	2,000
2527 Prof Svcs A-87 Costs			61,550	61,550	61,550
2548 Claims Administration	223,519	206,348	250,000	250,000	250,000
2550 Administration		104,679			
2555 Prof/Spec Svcs - Purchased	30,419	50,875	141,400	121,400	121,400
2556 Prof/Spec Svcs - County	28,131	35,072	28,000	48,000	130,803
2701 Publications & Legal Notices	278	124			
2709 Rents & Leases - Computer S	7,005	8,734	10,739	10,739	10,739
2710 Rents & Leases - Equipment		72	1,500	1,500	1,500
2809 Rents and Leases-PC	2,182	3,547	3,300	3,300	3,300
2840 Special Dept Expense	642	192	2,000	1,800	1,800
2841 Golden Sierra IR/OJT			800	800	800
2844 Training	355	1,254			
2931 Travel & Transportation	1,489	719	3,600	3,600	3,600
2932 Mileage		65			
2941 County Vehicle Mileage	28				
2955 Prof & Spec Serv & Med	39,653	20,084	55,400	55,400	55,400
2966 Drug & Alcohol Testing		316			
3551 Transfer Out A-87 Costs		(1,520)			
3701 Equipment Depreciation	371				
3775 Operating Transfer Out	77,400				
3780 Contrib to Other Funds	100,000		112,000	112,000	112,000
3925 Judgments and Damages	3,120,533	3,267,095	4,100,000	4,100,000	4,668,098
3935 Contingencies-Judgement and D		333,396	400,000	400,000	1,000,000
5550 I/T - Administration			150,000	77,303	
5552 I/T - MIS Services			5,500	5,500	
Total Operating Expenses	4,141,032	4,775,735	6,256,071	6,161,177	7,329,275
Net Operating Income (Loss)	(379,703)	(4,775,671)	(981,571)	(886,677)	(2,054,775)
Non-Operating Revenue (Expense)					
6950 Interest	1,155,644	461,419	520,000	490,000	490,000
8761 Insurance Refunds	217,525	821,489	461,571	396,677	396,677
8780 Contributions from Other Funds		4,253,713			
8925 Residual Equity Transfers In	3,861,649				
8954 Operating Transfers In		380,520			

**County of Placer**  
State of California  
Operations of Internal Service Fund  
Operational Statement for the Fiscal Year 2002-03

Fund: 270 Self Insurance Fund						
Subfund: 810 Workers Compensation Insurance						
Budget Unit: 9810 Workers Comp Insurance						Approved Adopted by the Board of Supervisors
Operating Detail		Actual	Actual	Department	Recommended	
(1)		2000-01	2001-02	Request	by C.E.O.	2002-03
		(2)	(3)	2002-03	2002-03	2002-03
				(4)	(5)	(6)
Total Non-Operating Revenue (Expense)		5,234,818	5,917,141	981,571	886,677	886,677
Net Income (Loss)		4,855,115	1,141,470			(1,168,098)
Fixed Assets						
Total Fixed Assets						